

City of Spartanburg

Procurement and Property Division

Post Office Drawer 5107, SC 29304-1749

Legal Notice Proposal for Fuel Farm Safety Barriers

April 10, 2024

NOTICE IS HEREBY GIVEN – Spartanburg Downtown Memorial Airport (KSPA) requests proposals from Fuel Farm Safety Barriers Manufacturers. The City of Spartanburg owns and operates the Airport, which an Airport Director manages.

Proposal Number: 2324-04-30-02

The City of Spartanburg hereby notifies all proposers that it will affirmatively ensure that all disadvantaged and women's business enterprises will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of gender, race, color or national origin in consideration for an award.

The City of Spartanburg reserves the right to reject any or all proposals or to waive any informality in the qualifications process. Proposals may be held by the City of Spartanburg for a period not to exceed sixty (60) days from the date of the opening of Proposals for the purpose of reviewing the Proposals and investigating the qualifications of prospective parties prior to awarding of the Fuel Farm Safety Barriers Construction.

The complete proposal package is also available at www.cityofspartanburg.org by following the links for Invitations for Bids.

Any questions regarding this RFP should be directed to Terry Connorton, Airport Director, at tconnorton@cityofspartanburg.org or (864) 580-5004. The email subject line should read Proposal **No: 2324-04-30-02**

Each bid must be accompanied by a Bid Bond or Bank Cashier's Check payable to the Owner for five (5) percent of the total amount of the Bid. Please seal your bid bond or Cashier's Check in a separate envelope titled BID BOND to be opened first. Cashier's Check shall have your company name

There will be a mandatory pre-bid meeting on site Tuesday April 23, 2024 at 11:00 AM at Spartanburg Downtown Airport, 500 Ammons Rd. Spartanburg, SC 29306.

Sealed Proposals shall be submitted to Carl Wright, Procurement and Property Manager, on or before Tuesday, April 30, 2024, by 3:00 pm, City Hall, 145 West Broad Street, at which time they will be publicly opened and read aloud in the Training Room, same location.

Proposals can be hand delivered or mailed to the following address:

City of Spartanburg
P.O. Box 5107
145 W. Broad Street
Spartanburg, SC. 29304

Attn: Procurement and Property Division

For further information and a complete Proposal Package, please contact the Procurement and Property office at (864) 596-2049. A complete proposal package is also available at www.cityofspartanburg.org by following the links for Invitations for bids. The following Proposal Number Must be placed on the outer envelope in order for the bid to be Stamped in as accepted on time: Proposal No: **2324-04-30-02**

Spartanburg Downtown Memorial Airport
Request for Proposals

Fuel Farm Safety Barriers

Proposal No: **2324-04-30-02**

I. INTRODUCTION

Spartanburg Downtown Memorial Airport (KSPA) requests proposals from Metal Fabricators to design and install a stainless or aluminum safety catwalk for an aviation fuel farm. The materials must be corrosion-resistant and designed to meet or exceed OSHA guidelines for the safety of workers

The City of Spartanburg owns and operates the Airport, which an Airport Director manages. The City will enter into a purchase agreement with the successful proposer.

II. PROPOSAL SUBMITTAL AND DUE DATE:

The following is a schedule of events for this proposal process:

Distribution of Bidding Documents begins April 15, 2024

Proposals Due to the City of Spartanburg Procurement & Risk Manager: April 30, 2024 by 3:00 pm

Notification of Award: By May 14, 2024

Any questions regarding this RFP should be directed to Terry Connorton, Airport Director, at tconnorton@cityofspartanburg.org or (864) 580-5004. The email subject line should read (“ Fuel Farm Safety Barriers Manufacturers”) Proposal No: **2324-04-30-02**

Interested proposers should submit five (5) copies of their proposals in a sealed envelope marked by **2324-04-30-02** by Tuesday, April 30, 2024, **not later than 3:00 pm**, sent to the following address:

Carl Wright: Procurement & Risk Manager

City Hall 145 W. Broad St. Spartanburg, SC 29306

Proposals received after 3:00 p.m. Tuesday, April 30, 2024 on may not be considered.

NO FAXED OR EMAILED PROPOSAL DOCUMENTS WILL BE ACCEPTED.

III. BUSINESS QUALIFICATIONS

1. Established Fuel Farm Safety Barriers manufacturers
2. Have an Equal Opportunity Employment Program Plan.
3. A Detailed File Report on their corporation or Limited Liability Company
4. Provide Corporation/LLC Search/Certificate of Good Standing
6. No Ongoing Litigation.

IV. CONTENT OF PROPOSALS

Proposals must address, in detail, Section III of this RFP to be considered. Please provide a product cost and any additional information or products that should be considered in the evaluation of your proposal. If any proposal fails to address the specified requirements, the proposal shall be deemed non-responsive and will be disqualified.

Each proposal, in addition to the Sections cited above, shall include:

- Name, representative, address, and contact information for the proposer.
- A narrative of the Company's qualifications and performance record with existing or past clients.
- Three references with contact phone numbers.
- Details of service and warranty programs.

V. REJECTION OF PROPOSALS

KSPA may reject any proposals that are not in compliance with this RFP. The City of Spartanburg reserves the right to reject all proposals if it is in the best interest of the City.

VI. PROTESTS

Any complaints of perceived inequities related to the RFP shall be submitted to Carl Wright, Procurement & Risk Manager, at the address listed in this RFP within five (5) days after notification of the selected aviation business.

VII. COSTS

The City of Spartanburg is not liable for any costs incurred by a proposer in preparing proposals.

VIII. EVALUATION AND AWARD

The Airport Director and City Procurement Manager will select the proposer who is most qualified and meets the needs of the Airport. The Airport Director and the City Procurement Manager will make a recommendation to the City of Spartanburg for the selection of the best-qualified proposer.

The successful proposer may begin the sale only after receiving written notice of their selection as the Fuel Farm Safety Barriers manufacturer and after the completion of a fully executed service agreement or contract.